

COUNCIL WORK SESSION APRIL 19, 2016

The work session of the Council of the Town of Altavista was held in the Council Chambers of the J.R. Burgess Municipal Building, 510 Seventh Street, on April 19, 2016 at 5:00 p.m.

Council members
present:

Mayor Michael Mattox
Mrs. Micki Brumfield
Mrs. Beverley Dalton
Mr. Charles Edwards
Mr. Tracy Emerson
Mr. Timothy George
Mr. Jay Higginbotham

Also present:

Mr. J. Waverly Coggsdale, III, Town Manager
Mr. Daniel Witt, Assistant Town Manager
Mrs. Tobie Shelton, Finance Director
Mr. Dennis Jarvis, Economic Dev. Director
Mr. David Garrett, Public Works Director
Mr. John Eller, Town Attorney
Mrs. Mary Hall, Administration

1. Mayor Mattox called the meeting to order and presided.
2. Mr. Higginbotham asked if an item could be added to the agenda for consideration-water leaking into Dr. Charles West's office.

A motion was made by Mrs. Dalton, seconded by Mr. George, to approve the agenda as amended.

Motion carried:

VOTE:	Mr. Michael Mattox	Yes
	Mrs. Micki Brumfield	Yes
	Mrs. Beverly Dalton	Yes
	Mr. Charles Edwards	Yes
	Mr. Tracy Emerson	Yes
	Mr. Timothy George	Yes
	Mr. Jay Higginbotham	Yes

3. Item(s) For Discussion

a. Long Range Water Supply/Production Discussion

Mr. Coggsdale presented Council with a printout of water usage information to be used in the meeting.

Mr. Turner Perrow, Woodard & Curran, addressed Council stating the purpose of today's meeting is to hear Council's ideas and concepts of the long term vision for water supply for the Town. Also present with Mr. Perrow was Mr. Leroy Kendricks, Mr. Jim Rivard, PE, Sr. Vice President and Mr. Brian Bzdawka, Sr. Vice President.

Mr. Perrow presented a power point presentation stating they look at technology, operations and process: three areas that they analyze. He referred to Mr. Coggsdale's handout which shows what the Town's actual supplies are; noting information on his power point presentation was dated Health Department information. Mr. Perrow stated Abbott Laboratories has a peak of 1.6 GPD is their calculation, Dominion has a peak of 1.3 GPD with the domestic services making up the remaining 900,000 GPD. He referred to the storage locations: Clarion Road, Melinda Drive, Bedford Avenue and Dearing Ford Road noting the Dearing Ford Road is used to balance out. He advised there is 3.6 million gallons of capacity. Total consumption is driven by two users Abbott Laboratories and Dominion Virginia Power. Mr. Perrow advised the water capacity is

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being approached (within the 10% window); the numbers do not include CCUSA Water Supply. He advised they have looked at some vulnerabilities of the system: two major industrial users, water production capacity is being approached (within the 10% window of using all the producible water), looking at storage management, (there are hydraulic issues the high pressure zone at the Melinda Tank help unlock the storage there but there are hydraulic issues about how to fill it again). He noted there is a history of system failures due to the age of the system. He noted until the new Public Works Director came in it had not been dug into what needed to happen at the Water Plant. He felt staff was doing a great job of highlighting what improvements could be made to make sure the plant is maintained properly. He noted the staff turnover issue; he stated as employees age out and retire it is hard to bring new people in as this is a national problem. Mr. Perrow asked Council what their long term visions and goals are for the Water Plant.

Mayor Mattox stated first of all he wanted to make sure it was high quality water, reasonably priced, that it meets the current and future demands and that the town is efficient in the way they operate.

Mrs. Dalton stated we don't know how to predict the future and yet Council wants some capacity that would enable the future to be kind to us. She noted a sufficient amount of revenue comes through water and felt that would not change going forward and would likely strengthen the stability of the town and mitigating the risk issues for industries continue to provide high quality water. She stated she did not want to be considered a buyer of water but a producer. Mrs. Dalton advised because of the agreement with Dominion the town has created a deeper relationship with CCUSA; noting a regional relationship is always good. She noted the town has a track record of being able to provide our largest industry with uninterrupted water. She would like the system looked at where the chance of no interruption of water is greatly enhanced.

Mr. Edwards stated he disagreed with the idea that a large reserve of water was needed as long as Campbell County is backing us. He asked what the average industry would require when they located here. We don't know if it is 100,000 or what. He stated with his business they don't buy capacity and let it sit for the future. Mr. Edwards felt we should be utilizing the capacity to the full extent. He advised he has been an advocate for SCADA for about five years; it was attempted at the Water and Wastewater Plants and for whatever reason got shut off. He stated he was told the labor schedule would not change and with it being expensive why are we buying SCADA?

Mr. Kendricks advised SCADA is about operations and they look at the main goal of operations and how is this tool used to make operations more efficient. This tool is used a great deal for automation and then use the labor for its highest and best use. The SCADA will release the employee to take care of other things such as maintenance. He noted SCADA can make the Water Plant more efficient and effective. He stated the water and wastewater plant needs to be evaluated to see what can be automated and how SCADA can be put to its best use. He felt it was a multi-step process and wouldn't fix every problem. It has specific purposes but there has to be an overall plan in place. He stated installing technology doesn't automatically mean saving money, it may give the opportunity to spend money more effectively particularly when there are challenges to deal with.

Mr. Edwards asked what the cost was for the SCADA system.

Mr. Kendricks stated the problem previously was the SCADA system was partially implemented; he noted from their perspective they would make sure the system is up, running properly and gives the benefits promised.

Mayor Mattox asked where SCADA is installed what are the staffing requirements across the nation.

Mr. Kendricks responded with the states they are involved in, SCADA requires less on site operations. He felt Virginia was behind the times in regards to staffing requirements.

Mr. Bzdawka felt the reduction in staffing would come with the water storage ability.

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Mr. Rivard felt preventive maintenance should not be minimized; while the SCADA system is being used staff could work on preventive maintenance for a more effective operation.

Mrs. Brumfield stated she has talked with other localities with the SCADA system and it has helped things work more efficiently.

Mr. Kendricks stated one thing to be looked at when they do the SCADA check is what are the controls they need; along with SCADA there will need to be other modifications to bring full automations to the system. The ultimate factor is water quality and water availability.

Mrs. Brumfield asked if the SCADA system gave out information on items that needs maintenance.

Mr. Kendricks advised this was another system, Computerized Maintenance System.

Mr. Emerson referred to the electrical setup at the Water Plant and that it has to be updated. He is hoping for economic development noting he understands the numbers and felt they were right at the threshold. He felt the SCADA system would improve what we have in the Town. He felt the question is how big should the plant be if Council decides to increase.

Mrs. Brumfield stated she wants to produce all water and not have to purchase water from Campbell County.

Mr. George asked if it was reasonable to expect, if upgrades continue, to be able to make water for the customers on hand and Dominion.

Mr. Rivard felt 5 million gallons could be produced; they need to look at the plant and make it as efficient as possible before spending a lot of money to expand the plant. He stated 5 million gallons may not need to be produced but there are ways to produce additional water; including additional water from the springs. Taking it step by step making it as efficient as possible and then come up with a plan.

Mr. Edwards stated with the production being 1.5 million gallons per day, the capacity that we can have is 2.4 million before going into design for expansion which leaves 900,000 gallons for sale or reserve. He pointed out while the Town would like to sell every gallon it manufactures, the expansion cannot be justified for a few days out of the year.

Mr. Higginbotham asked why we were here; he stated Woodard & Curran has resolved the emergency repair. He understands Woodard & Curran are under contract to look at additional SCADA remote sites and asked if he was correct on this.

Mr. Coggsdale responded not totally.

Mr. Higginbotham asked Woodard & Curran if they were there to solicit business, or under contract to expand or what?

Mr. Coggsdale stated Woodard & Curran were present due to the discussions associated with the memorandum and potential contract with Dominion and CCUSA. Discussion about water production, water sources and what the future might hold.

Mr. Higginbotham stated he was unsure what he could and could not ask Woodard & Curran.

Mr. Coggsdale advised Woodard & Curran is one of the term contractors.

Mr. Higginbotham asked if Mr. Perrow would be helping to resolve the Melinda tank issue.

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Mr. Coggsdale advised there would be proposals for potential work presented at the April 26, 2016 work session.

Mr. Perrow advised they have a concept that they think will work and want to make sure it could work before doing anything further.

Mr. Higginbotham asked if Woodard & Curran has looked at the inefficiencies at the plant.

Mr. Perrow noted a full in depth analysis has not been done.

Mr. Higginbotham asked how long it would take to do the analysis.

Mr. Bzdawka stated they look at the plant from an operations standpoint; he felt a day and one half in the plant will give them a good idea. Helping the client to operate more efficiently also helps with cost benefit analysis.

Mr. Higginbotham referred to bad numbers; is Ross using 1.6, 1.2 and what is Dominion going to be using 1.6 as in the agreement or 400,000.

Mr. Coggsdale stated the average is 600,000 gallons.

Mr. Higginbotham asked, do we design for the maximum? What number do we use? If we have bad numbers we will get bad results. He asked Mr. Garrett how he would get a hold on Abbott and Dominion and Dominion is not even a customer?

Mr. Garrett stated he goes back to the historical data of what is produced. He noted Abbott has a SCADA system and the information from them is what they create every day. He advised the meter that the Town bills the water from reflects their numbers.

Mr. Higginbotham stated there is no question that the numbers have to be right before expanding the water plant.

Mr. Garrett stated the numbers are right; it depends on the process and when they need the water.

Mr. Higginbotham mentioned a private citizen had approached Council some years ago in regards to using his spring as an additional water supply source and asked if it would make more sense to use that water source.

Mr. Rivard felt Council needs to look at all the potential sources.

Mr. Higginbotham also noted a private individual bought the Burlington Plant located in Hurt, Virginia, which draws 7 to 9 million gallons a day from the Sycamore Creek, Staunton River area and this too would be a possible source. He advised a plant in Hurt that could draw the raw water and ship it pretreated to the town's plant. He felt this should be considered as well. He asked Woodard & Curran what upgrades did they recommend to meet this improved operation. Mr. Higginbotham asked when Mr. Perrow talks about electrical at the next session is it for an add on or extra capacity.

Mr. Kendricks stated when they look at the electrical system, part of their consideration will come from what they hear tonight. They will look at an existing service, a service that will support the maximum amount of withdraw.

Mr. Higginbotham noted there are 10 industrial clients and asked Woodard & Curran how they advise adjusting rates to cover plant expansion when Dominion Virginia Power is causing the increase of plant expansion.

Mr. Kendricks stated they do a lot of rate studies and can't recall a client that has done this. They have tiered rates.

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Mr. George stated they found out that Dominion would be a better customer because 90% of their water consumption will be going up in steam.

Mr. Kendricks mentioned there could also be some legal issues with charging a different rate. He mentioned the possibility of reclaiming the water at Dominion Virginia Power.

Mr. Higginbotham stated there is the Wal-Mart tank and the Melinda tank and asked that it be resolved in the most hydraulically feasible manner.

Mrs. Dalton asked Woodard & Curran if they are being told what they need to know and what they can work with.

Mr. Kendrick responded "yes." It was clear to him that Council is interested in being a producer of water than buying water; not interested in overspending and wanting to maximize what is already at the Water Plant for storage, for process outside the plant, use all the storage capacity.

Mayor Mattox asked how far ahead should Council be thinking in regards to permitting.

Mr. Perrow stated now the permit is for 5 MGD and Council needs to be thinking of what this number might be in the future.

Mayor Mattox stated there is the possibility of water coming from Hurt and other sources; to protect the citizens of Altavista into the future how fast should Council move in that direction.

Mr. Perrow stated if there is an opportunity, plan as far into the future as possible to protect the long term interest.

Mr. Rivard stated as Woodard & Curran continues to work with the town they will get a handle on what the needs are.

Mayor Mattox asked how difficult it is to get additional permitting.

Mr. Rivard stated it is a five-year process.

Mr. Edwards asked if you have to demonstrate a need in order to obtain the permits.

Mr. Bzdawka responded a demonstrated need is being at 80% of the water capacity and advised how his team would approach the operation side of the process.

Mr. Edwards stated he found this information very helpful and looked forward to their comments.

Mr. Perrow thanked Council for their time and trust.

Mayor Mattox asked Woodard & Curran if they had any data where SCADA was installed and it increased the efficiency of the operation.

Mr. Kendricks responded he had some hard numbers of how efficiency was improved with a client. He felt the town was in a deficit situation in terms of controls and what the town has is antiquated and needs to be replaced. He stated it would be hard to say there would be a savings for the town when they are in the hole. Mr. Kendricks closed by saying he is excited about working with the Town.

Mr. Rivard stated the last thing he would want to do would be to start down a road and it's not where Council wants them to be and he would be disappointed that he was not giving Council the service they were looking for. He felt this was all very valuable.

Mr. Bzdawka advised they have walked into plants where SCADA has been installed but the leadership of the plant has not taken it to where it needs to go. He stated he looked forward to working with the town as well.

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Mayor Mattox thanked the staff of Woodard & Curran for their presentation.

Mr. Higginbotham questioned the amount of work covered by VML insurance.

Mrs. Shelton advised everything has been sent to VML and has signed off on all the paperwork to have the check cut. She noted she would email the exact amount to Council members.

Dr. Charles West Building

Mr. Garrett advised Council in regards to Dr. West's building and the leaking situation, the sidewalk was broken up in front of his office and replaced it with a handicap ramp slope to direct the drainage towards the street which seemed to work. No water is accessing that particular door; however, water is going in the door that leads to the upstairs. The amount of water is nowhere as much as before. Dr. West indicated that the installation of the sidewalk worked but now the leaking is at the other door. Mr. Garrett advised he has been over to Dr. West's office on numerous occasions; during heavy rains and put yellow dye on the sidewalk. He has been unable to access the basement to check for leaks. He has attempted three times and has been unsuccessful. He did not feel the water was getting in from the sidewalk but something beneath it from the building itself; possibly from a crack in the wall. He advised Public Works has sealed up every crack in the sidewalk to keep the surface water from getting in there.

Mr. Higginbotham stated the real problem is the curb is too high.

Mr. Garrett responded that he could not say that would eliminate the water getting in the building. The drawings show the sidewalks were supposed to have a positive grade away from the building in that particular section. The grade is running towards the building. Originally the street needed to come down some.

Mr. Coggsdale stated when it rains Mr. Garrett takes dye to this location in order to check for the leak but has been unsuccessful.

Mr. George told Mr. Higginbotham that Dr. West was telling everyone that he had told him several months ago that it was the Town's fault.

Mr. Higginbotham stated he didn't think he told that or that Mr. George is mistaken.

Mr. Garrett suggested having Evergreen Basements look at the situation.

Mr. Emerson asked if it was leaking before the sidewalks were replaced.

Mrs. Brumfield stated she worked in the building for a number of years and never had a leak. They stored supplies in the basement and she never saw a leak. Dr. West called Mrs. Brumfield and asked her to come look and water was coming down a wall where she picked up supplies everyday. She stated she has not been in that building since 1996.

Mr. Edwards suggested Mr. Garrett call Dr. West and advise he is willing to do the dye test and for Dr. West to call him when he is ready.

It was consensus of Council to send Dr. West a certified letter advising when it rains and he is available for the dye testing to contact Public Works.

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4. Introductions and Special Presentations

5. Adjournment

Mayor Mattox adjourned the meeting at 6:47 p.m.

Michael E. Mattox, Mayor

J. Waverly Coggsdale, III, Clerk